



COUNTY OF PLACER CIVIL SERVICE COMMISSION

CIVIL SERVICE COMMISSION

DON NELSON, **Chair**
RICK WARD, **Vice Chair**
JOHN COSTA
RON LE DOUX
ANDRAE RANDOLPH

Monday – July 13, 2015

Lori Walsh, Personnel Director
Kellie Craig, Executive Secretary

MINUTES

Placer County is committed to ensuring that persons with disabilities are provided the resources to participate fully in its public meetings. If you are hearing impaired, we have listening devices available. If you require additional disability-related modifications or accommodations, including auxiliary aids or services, please contact the Executive Secretary. If requested, the agenda shall be provided in appropriate alternative formats to persons with disabilities. All requests must be in writing and must be received by the Executive Secretary five business days prior to the scheduled meeting for which you are requesting accommodation. Requests received after such time will be accommodated only if time permits.

4:00 PM

ROLL CALL

Meeting was held at Placer County Personnel
Personnel Training Room
145 Fulweiler Avenue, Suite 200
Auburn, CA 95603
All Commissioner were present

CLOSED SESSION – PURSUANT TO GOVERNMENT CODE

I. PUBLIC EMPLOYEE PERFORMANCE EVALUATIONS

- A. Closed Session - Evaluation of performance of various Placer County employees pursuant to Government Code Section 54957 and pursuant to Placer County Chapter 3, Code Section 3.04.650.

4:30 PM

OPEN SESSION

FLAG SALUTE Led by Commissioner Randolph

I. REPORT OF ACTION TAKEN IN CLOSED SESSION PURSUANT TO GOVERNMENT CODE SECTION 54957.

Chair Nelson announced that the Commission had met in closed session to discuss personnel matters pursuant to authority granted by Government Code Section: 54957 Public Employee Performance Evaluations.

No action to report.

II. AGENDA APPROVAL

It was moved by **LeDoux** and seconded by **Randolph** to approve the agenda as modified.

Motion Carried Unanimously.

III. MINUTES OF PREVIOUS MEETING - June 8, 2015 and June 15, 2015

Chair Nelson approved the minutes as submitted.

IV. PUBLIC COMMENT - None

V. OLD BUSINESS – None

VI. NEW BUSINESS

- A. Approval of merit increases for classified employees pursuant to Section 3.04.650 (progression in steps) of the Placer County Code.

It was moved by **LeDoux** and seconded by **Costa** to approve merit increases for classified employees.

Motion carried unanimously.

- B. Health and Human Services – Classification Specification Revisions Request – Environmental Health Technical Specialist.

It was moved by **Randolph** and seconded by **LeDoux** to approve request to revise the Environmental Health Technical Specialist with modification to Classification Specification adding: Depending on area of assignment, may require possession of valid certificate of registration “issued by the State of California.”

Motion carried unanimously.

- C. Request for approval of Work out of Class Pay pursuant to Placer County Code Section 3.08.510 (C.)(5.) (c.) for employee(s) assigned to the department(s) of Health and Human Services.

It was moved by **Ward** and seconded by **LeDoux** to approve Work out of Class Pay for **West Bourgault (Environment Health)** pursuant to Placer County Code Section 3.08.510 (C.)(5.) (c.) for employee(s) assigned to the department(s) of Health and Human Services.

It was moved by **LeDoux** and seconded by **Randolph** to approve Work out of Class Pay for **Debbie Bowen Billings (CSOC)** pursuant to Placer County Code Section 3.08.510 (C.)(5.) (c.) for employee(s) assigned to the department(s) of Health and Human Services.

It was moved by **Costa** and seconded by **Ward** to approve Work out of Class Pay for **Janice Whiteside (Public Health)** pursuant to Placer County Code Section 3.08.510 (C.)(5.) (c.) for employee(s) assigned to the department(s) of Health and Human Services.

Motion(s) carried unanimously.

VII. COMMUNICATIONS - Reports to the Commission are informational items only. (No action will be taken)

- A. Provisional appointment - None

- B. Staff reports and correspondence:

- Introduction of staff – Director Walsh introduced Senior Information Technology Specialist Eric Trumm who was hired into the Personnel Department following Rhonda Rivard’s retirement

- Staff changes – Director Walsh advised the Commission that Personnel Analyst Steve Oliveira is planning to retire. His last day in the Personnel Department is scheduled for August 7, 2015.

C. Commissioner comments - None

VIII. First Session - ADJOURNMENT @ 5:00 PM

CLOSED SESSION – PURSUANT TO GOVERNMENT CODE 54957

IX. PUBLIC EMPLOYEE PERFORMANCE EVALUATIONS

A. Evaluation of performance of the Personnel Director pursuant to Government Code Section 54957.

**X. REPORT OF ACTION TAKEN IN CLOSED SESSION PURSUANT TO GOVERNMENT CODE SECTION 54957.
No action to report**

XI. Second Session - ADJOURNMENT @ 6:15 PM

There being nothing further to come before the Commission, it was moved by **Ward** and seconded by **Randolph** to adjourn the meeting.

The next regular meeting of the Commission will be held on:

Monday – August 10, 2015

Community Development Resource Agency
Planning Commission Hearing Room
3091 County Center Drive
Auburn, CA 95603

The next special meeting of the Commission will be held on:

Tuesday - August 11, 2015

Placer County Personnel (Conference Room)
145 Fulweiler Avenue, Suite 200
Auburn, CA.

PLACER COUNTY CIVIL SERVICE COMMISSION

DON NELSON
CHAIR

KELLIE CRAIG
EXECUTIVE SECRETARY